

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

MA&UD Dept- Payment of salaries and pensions to the Municipal Employees / Teachers and Non-Teaching staff of schools working in Municipalities / Corporations through treasuries under 010 Salaries Head of Account- Operational guidelines issued – Certain Clarification-Issued

MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT(G1)DEPARTMENT

G.O.Ms.No. 442

Dated:10-7-2009
Read the following:

1. G.O.Ms.No.179, MA&UD (G1)Dept,dated.25.2.2009
2. G.O.Ms.No.300, MA&UD(G1)Dept, dated: 02-5-2009
- 3.G.O.Ms.No.405, MA&UD(G1)Dept,dated.23.6.2009
- 4.From the President, AP Municipal Ministerial Employees Association, representation dt.21.6.2009
- 5.From the A.P. State Municipal Pensioners Association representation dt.25.6.2009.
6. From the Director of Treasuries and Accounts, Hyd Lr.No.E3/3774/2009, Dated:20-06-2009. addressed to Secy, Fin.Dept
- 7.From the Commissioner & Director of Municipal Administration Lr.No.18614/2008-J2,dt.27.6.2009.

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O R D E R: -

In the reference 2rd read above, guidelines have been issued for payment of salaries and pensions to the employees and pensioners of Municipalities / Municipal Corporations including Municipal Teachers except Greater Hyderabad Municipal Corporation, Greater Visakhapatnam Municipal Corporation and Vijayawada Municipal Corporation under detailed head of account '010 Salaries' through Treasuries with effect from 1.4.2009 in lieu of statutory and non-statutory grants to be released to these Urban Local Bodies. In para 2.5 of the guidelines, it was mentioned that the Commissioners of Municipalities and Municipal Corporations shall furnish the list of pensioners who are paid pension through municipal funds with the amount of pension paid, to the District Treasury Officer concerned in Proforma – III duly countersigned by Regional Director of Municipal Administration concerned.

2. The Director of Treasuries and Accounts in his letter 6th read above, has stated that since it has been decided by the Government to pay the pensions to the Municipal employees including teachers through Treasuries, that a common procedure shall be envisaged for all the employees in the State as being practiced in respect of all Government pensioners including PR Pensioners in the State, and requested to issue necessary orders on the following points:

1. All the eligible pensioners shall get their pensions through treasuries;
2. The procedure of payment shall be uniform for all the districts of the State in terms of A.P. Treasury Code/Pension Code and other instructions issued from time to time;
3. G.O.Ms.No.213 F&P (FW-PSC) Dept., dt: 19-12-1997 is applicable for the Municipal Pensioners also;
4. All payments shall be regulated based on the Pension Payment Orders issued by the Competent authority and subsequent Government Orders for regulation of D.A. installments etc.,
5. to issue orders to all the Commissioners of Municipalities /Corporations to submit the information in respect of pensioners in the enclosed format (only once in the beginning) duly handing over the PPOs to the Treasuries along with descriptive rolls as was done in respect of pensioners of P.R. Department when pensions were ordered to be paid through Treasuries.

3. In the ref 4th and 5th read above, the president, AP Municipal Ministerial Association and the President of the Pensioners Association have represented that the bills of pensioners are not finalized for want of furnishing of list of pensioners in the Govt format instead of Proforma-III and the Associations have sought suitable orders for early payment of pension to all the pensions in the ULBs.

4. Government after careful examination of the request of CDMA and DTA and in partial modification of the orders issued vide item No.2.5, hereby clarify that the format enclosed to this Go shall be used instead of Proforma -III Annexed to the guidelines issued in the reference 2nd read above for drawal of the pension to the pensioners of the Municipalities/Municipal Corporations.

5. The Commissioner and Director of Municipal Administration shall take necessary action to follow the procedure envisaged by the Director of Treasuries and Accounts at para 2 above.

6. This order issues with the concurrence of Finance (BG.II) Department vide their U.O. No. 351/BG.II/09, dt. 9.7.2009

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

PUSHPA SUBRAHMANYAM
SECRETARY TO GOVERNMENT

To

The Commissioner & Director of Municipal Administration, A.P. Hyd (w.e)

The Accountant General, A.P., Hyderabad. (w.e)

The Director of Treasuries and Accounts, A.P., Hyderabad. (w.e)

The Director of State Audit, Hyderabad. (w.e)

All DTOs through DTA, Hyderabad. (w.e)

The Finance (Exp. MA&UD) Department. (w.e)

The Finance (Bg-II) Department. (w.e)

Copy to:

The P.S. to Special Secretary to CM - for information

P.S to M (MA), for information

PS to Principal Secretary, MA&UD- for information

PS to Prl. Secy. to Finance Department- for information

PS to Secretary, MA&UD- for information

SF/SC

//forwarded :: by order//

SECTION OFFICER

Pensioner Information from the Municipal Authorities

1. Name of the District :
2. PPO-Number :
3. PPO-ID :
4. State : Andhra Pradesh
5. Mode of Retirement :
[Superannuation,invalid,Direct family etc]
6. Present status of the pension :
[Service/family]
7. Pension Rules :
8. Service Pensioner name :
9. Service Pensioner Gender :
10. Service Pensioner Date of Retirement :
11. Service Pension Date of Commencement :
12. Service Pensioner Date of Birth :
13. Service Pensioner Date of Entry
into service :
14. Service Pensioner Date of Death :
15. Service Pensioner Employment Grade.
Gazetted/Non Gazetted/Others :
16. Service Pensioner Designation at the
time of retirement :
17. Service Pensioner service length
[yy-mm-dd] :
18. Service Pensioner service restricted :
Qualifying Service [yy-mm-dd]
19. Service Pensioner Last pay :
20. Service Pensioner Last pay-scale :
21. Service Pensioner Identification Marks : 1.
2.
22. Family Pensioner Name :

23. Family Pensioner Gender :
24. Family Pensioner Date of Birth / Age :
25. Family pension date of commencement :
26. Enhanced Family Pension date upto
which payable :
27. Family Pension Stop date..if any :
28. Service Pensioner Date of Death :
29. Family Pensioner status :
[Un-employee/Employee/Pensioner]
30. If Family Pensioner is employee :
a) Place of working :
b) Name of the Office :
c) How much DA is drawn on
employment :
d) DA drawn last month :
31. Type of family pension :
[normal family, Shares, Minor
Mentally retarded]
32. If minor, name of the guardian :
33. Family Pensioner Identification Marks : 1.
2.

Communications

34. Address Of the pensioner :
35. Phone Number :
36. Email-address :
37. PAN-no :
38. Last Annual verification certificate
given Date :

Basic Pensions:

Original sanctioned amounts by A.G., A.P./State Audit:

Service Pension :
Enhanced Family Pension :
Normal Family Pension :

Present applied basic pension amounts:

Service Pension :
Enhanced Family Pension :
Normal Family Pension :

Recoveries

Recovery Description :
Total amount to be recovered :
Monthly Installment amount :
Recovery last month & year :
Balance amount to recovered :
Recovered amount payable to whom:

Dearness relief & IR

Present DR % given :
Present IR % given :
Any other allowances :
Whether DR is admissable :
Whether IR is admissable :

Commutation-1

CVP authorisation Number & date :
cvp_part :
commuted amount :
CVP payment date :
CVP restoration date :

Commutation-2

CVP authorisation Number & date :
cvp_part :
commuted amount :
CVP payment date :
CVP restoration date :

Commutation-3

CVP authorisation Number & date :
cvp_part :
commuted amount :
CVP payment date :
CVP restoration date :

Gratuity-1

DCRG authorisation Number & date
DCRG amount
DCRG payment date

Bank-information

Bank Name ::
Bank A/c No ::
Bank code ::

Last Payment Certificate

Certified that Sri/Smt _____
holder of PPO NO _____ has been last paid up to
the end of Month & Year: _____ Net amount: _____

Signature of the DAO
State Audit

Signature of the Municipal Commissioner

Countersigned by
Regional Director of Municipal Administration